



Federal Aviation Administration

Memorandum

Date: November 4, 2014

To: Jesse Carriger, Manager, Planning/Programming Branch (AGL-610)

From: John L. Mayfield Jr., Manager, Detroit Airports District Office (DET-ADO) *John L. Mayfield Jr.*

Prepared by: Diane Morse, Program Manager, Detroit Airports District Office (DET-ADO)

Subject: FAA Oversight of Sub-block Processing in Block-Grant States (Michigan).

Purpose

Title 49 U.S.C. §47128 authorizes the Federal Aviation Administration's (FAA's) current State Block Grant Program (SBGP); FAA regulation 14 CFR, Part 16 discusses how FAA carries out the SBGP, FAA Order 5100.38C, Airport Improvement Program Handbook, paragraphs 1090-1099, provides guidance for administering the block grant, and the Michigan SBGP Memorandum of Agreement (MOA) spells out procedures for executing the block grant program. Ongoing review of the SBGP by FAA is required by Title 49 U.S.C. §47128 to evaluate compliance with the regulation, order and MOA.

Scope

This audit reviews the internal control over grant documentation for sub-grants issued by the Michigan Department of Transportation, Office of Aeronautics' (MDOT AERO) grant management process. This review does not provide an opinion on the eligibility or justification of the individual projects.

The Detroit Airports District Office (DET ADO) audited the following airports:

Location	SBGP #	Sub-Grant #	Grant Description	Status
ADRIAN (ADG)	3-26-SBGP-4506 3-26-SBGP-5007 3-26-SBGP-6209	B-26-0001-3009	Rehabilitate terminal apron	Closed
ADRIAN (ADG)	3-26-SBGP-6610	B-26-0001-3110	Land acquisition condemnation costs (parcels E60-E64 & E67) phase 1	Open
ADRIAN (ADG)	3-26-SBGP-7711	B-26-0001-3211	Land acquisition condemnation costs (parcels E60-E64 & E67) phase 2	Open
ADRIAN (ADG)	3-26-SBGP-6209	B-26-0001-3309	Airfield crack sealing	Closed
ADRIAN (ADG)	3-26-SBGP-8512	D-26-0001-3412	Land acquisition condemnation costs for Rwy 23 RPZ - phase 3 (parcels E60-E64 & E67)	Open

Location	SBGP #	Sub-Grant #	Grant Description	Status
ADRIAN (ADG)	3-26-SBGP-6610 3-26-SBGP-8111	B-26-0001-3510	Acquire Land for approaches or RPZ - parcel 60	Open
ADRIAN (ADG)	3-26-SBGP-8813	B-26-0001-3613	Rehabilitate Apron (east) including west Parking Lot - Design	Open
ADRIAN (ADG)	3-26-SBGP-7711	B-26-0001-3711	Acquire Land - Rwy 23 RPZ (attorney & expert witness fees)	Open
ALLEGAN (35D)	3-26-SBGP-6509 3-26-SBGP-7711	E-26-0002-1909	Rwy 11/29 approach clearing - final phase (design); Rehabilitate beacon (design)	Open
ALLEGAN (35D)	3-26-SBGP-6509 3-26-SBGP-7711	E-26-0002-2009	Rwy 11/29 approach clearing - final phase; Rehabilitate beacon; Rwy 29 REIL replacement	Open
ALLEGAN (35D)	3-26-SBGP-7410	J-26-0002-2110*	Fuel farm improvements (card reader); 10-unit T-Hangar - design	Open
ALLEGAN (35D)	3-26-SBGP-8111 3-26-SBGP-8512 3-26-SBGP-8813	D-26-0002-2212**	Construct Building - 10-unit T-Hangar	Open
CADILLAC (CAD)	3-26-SBGP-6209	B-26-0015-1709	SRE building expansion	Closed
CADILLAC (CAD)	3-26-SBGP-6209	B-26-0015-1809	Rehabilitate runway & taxiway lighting including guidance signs (design) & airfield paint marking	Closed
CADILLAC (CAD)	3-26-SBGP-6209 3-26-SBGP-7010	F-26-0015-1910	Rehabilitate runway & taxiway lighting including guidance signs	Open
CADILLAC (CAD)	3-26-SBGP-8512	D-26-0015-2012	Construct taxiway (for hangar access) - design	Open
CADILLAC (CAD)	3-26-SBGP-8111	D-26-0015-2112	Construct taxiway (for hangar access)	Open
CADILLAC (CAD)	3-26-SBGP-8512	D-26-0015-2212	ALP & Exhibit A update	Open
FREMONT (FFX)	3-26-SBGP-6209	B-26-0035-1209	Animal control/security fencing including gates	Closed
FREMONT (FFX)	3-26-SBGP-6610	B-26-0035-1310	Airfield drainage improvements (Tanis drain culvert repair); Airfield crack sealing & paint marking	Open
FREMONT (FFX)	3-26-SBGP-6509	E-26-0035-1509	Rehabilitate taxiway (hangar area taxilanes) - design	Closed
FREMONT (FFX)	3-26-SBGP-7711 3-26-SBGP-8512	B-26-0035-1611	Rehabilitate taxiway (hangar area taxilanes)	Open
FREMONT (FFX)	3-26-SBGP-8512	D-26-0035-1712*	Improve fuel farm - install card reader	Open
HARBOR SPRINGS (MGN)			FY 09 NPE Transferred to OZW	N/A
HARBOR SPRINGS (MGN)			FY 10 NPE Transferred to OZW	N/A
HARBOR SPRINGS (MGN)			FY 11 NPE Transferred to OZW	N/A
HARBOR SPRINGS (MGN)			FY 12 NPE Transferred to JYM	N/A
MARLETTE (77G)	3-26-SBGP-6509	E-26-0062-1509	Rehabilitate terminal apron - design	Closed
MARLETTE (77G)	3-26-SBGP-6509 3-26-SBGP-7410 3-26-SBGP-8512	J-26-0062-1610	Rehabilitate terminal apron	Open

Location	SBGP #	Sub-Grant #	Grant Description	Status
MARLETTE (77G)	3-26-SBGP-8111	F-26-0062-1711	Acquire Land for RPZ or approaches - Rwy 19 - parcels E19 & E20 - consultant phase	Open
MIO (51M)	3-26-SBGP-6509	E-26-0156-0409	Construct Runway 10/28 (3000' x 75') including MIRL, taxiway connector, entrance road, & approach clearing parcels 3, 4, 5, 6 & 7 (design)	Closed
MIO (51M)	3-26-SBGP-6509	E-26-0156-0509	Approach clearing for Runway 10 (on parcels 3, 4 & 5)	Closed
MIO (51M)	3-26-SBGP-8512	D-26-0156-0812*	Construct fuel farm including Integrated Contingency Plan (SPCC/SWPPP) - design	Open
MIO (51M)	3-26-SBGP-8512	D-26-0156-0912*	Construct fuel farm	Open
NEWBERRY (ERY)	3-26-SBGP-5508 3-26-SBGP-6209 3-26-SBGP-6610	B-26-0042-1010**	Construct box hangar	Open
NEWBERRY (ERY)	3-26-SBGP-5508 3-26-SBGP-7410	F-26-0042-1110	Exhibit A property map update including boundary survey	Open
NEWBERRY (ERY)	3-26-SBGP-7711	B-26-0042-1211	ALP update	Open
NEWBERRY (ERY)	3-26-SBGP-8111	F-26-0042-1311	Acquire SRE (displacement plow)	Open
NEWBERRY (ERY)	3-26-SBGP-8512	D-26-0042-1412	Install AWOS - replace components	Open
NEWBERRY (ERY)	3-26-SBGP-8512 3-26-SBGP-8813	D-26-0042-1512	Rehabilitate Runway - Airfield Crack Sealing & Paint Marking	Open
ONTONAGON (OGM)	3-26-SBGP-6610	B-26-0074-1210	Wetland delineation for crosswind runway (2500' x 100')	Open
ONTONAGON (OGM)	3-26-SBGP-6610	B-26-0074-1310	Feasibility Study for Runway 17 RPZ & approach clearing	Open
OWOSSO (RNP)	3-26-SBGP-6509	E-26-0075-1509	Land acquisition (final condemnation costs for E60 & E61)	Closed
OWOSSO (RNP)	3-26-SBGP-6509	E-26-0075-1609	Rehabilitate center portion of parallel taxiway	Closed
OWOSSO (RNP)	3-26-SBGP-6610	B-26-0075-1710	Land acquisition - additional final condemnation costs for parcels E60 & E61	Open
OWOSSO (RNP)	3-26-SBGP-6610	B-26-0075-1810**	Design of 10-unit t-hangar	Open
OWOSSO (RNP)	3-26-SBGP-6509 3-26-SBGP-7010 3-26-SBGP-8512	F-26-0075-1910**	Construct 10-unit t-hangar including site preparation	Open
OWOSSO (RNP)	3-26-SBGP-8111 3-26-SBGP-8512	F-26-0075-2011	Rehabilitate beacon (remove & replace including tower)	Open

*Revenue generating fuel farm project

**Revenue generating hangar project

Methodology

The DET ADO applied FY-2011 AIP Grant Documentation Index and Checklist to each grant/sub-block grant subject to this audit review. Forms and procedures are outlined in FAA Order 5100.38C, paragraph 1095 and the Michigan SBGP Memorandum of Agreement. A spreadsheet was provided to MDOT AERO with a request for specific documentation. Once the documentation was received, the spreadsheet was populated with the document dates. The documents not provided were classified into the following categories:

1. Items requested but Not Found in MDOT files – will be noted in the report.
2. Items requested that MDOT determined N/A with an explanation.

The follow up information provided adequate documentation and explanation for each item requested. The spreadsheet was populated with either the document date or an explanation.

Summary

Grant Agreement and Supporting Documentation

MDOT AERO utilizes an alternative method for sub-block grant agreements and supporting documentation.

MDOT AERO conducts annual Michigan Airport Planning (MAP) meetings. At the MAP meeting, the Sponsor's draft Airport Capital Improvement Program (ACIP) is reviewed by attendees that include MDOT AERO staff (Block Grant Coordinator, Program Manager, Environmental, Land, Planning), Sponsor representative(s), Airport Manager, Sponsor's consultant, and occasionally FAA ADO staff. Requested revisions to draft ACIP are provided to Sponsor based on discussions during meeting. These could include a request for additional justification documents as part of final ACIP submittal. A sponsor will generally leave their MAP meeting with guidance for what is proposed for funding based on eligibility and justification for the next few years.

Final ACIPs are typically due 1 month after their MAP meeting. Once final ACIP's are received, MDOT AERO finalizes the sponsor's programming in their Master ACIP. The final ACIP includes all block-grant airports and is provided to FAA ADO by December 15th.

For current program year, MDOT AERO will transfer project funding before the Michigan Aeronautics Commission for a sponsor's planned development project or projects. Timing of transfers is dependent on a number of factors such as funding availability, receipt of sponsor/consultant proposals and review, completion of environmental determination or land acquisition (if phased project), bidding schedules, etc. MDOT AERO cannot enter into a contract with an airport sponsor without prior approval of the Michigan Aeronautics Commission.

MDOT AERO Project Manager requests the appropriate federal project number to use through MDOT AERO Programming Section. Job and Item number requests are made through MDOT AERO Planning to set up the project.

When ready, the project manager requests a Sponsor Contract (SC) for the project. The SC is a contract between MDOT AERO and the Airport Sponsor. The request is made to the Programming Section. The SC consists of a checklist and Exhibit 1 that is initiated based on established fees and/or bids by the Programming Section. The SC checklist and Exhibit 1 are provided to the MDOT AERO Contract Administrator for contract processing.

The Contract Administrator sends an original and one copy of the SC to the Sponsor for signature. See copy of form letter. When the signed SC is received back from Sponsor, it is executed by the MDOT AERO Director. Copies of executed SC are provided to the appropriate MDOT AERO staff and MDOT AERO Finance. Notice-to-Proceed is provided by MDOT AERO as necessary for start of project.

Sponsor Risk Level

MDOT AERO considers all their block grant locations to be nominal risk. Currently, there is no requirement to document risk levels for SBGP locations.

Preliminary Documentation

Preliminary documentation includes the Project Evaluation Review and Documentation Analysis (PERADA) for discretionary grants only, FAA Form 5010, environmental documentation, coded program sketch, applicable reimbursable agreement(s), and any applicable TSA security approvals. PERADA and master airport record data is reviewed annually during the MAP meetings. Environmental documentation is filed with the sub-block grants. Typically, Sponsors provide a location sketch for their proposed projects as part of their ACIP submittal. During the development of the project, the Programming Engineer and/or Project Managers could receive additional sketches, drawings, and pictures for planned work. When funding is available, MDOT AERO sends "Programming" letters to Sponsors which notifies them what MDOT AERO has programmed to fund for the current year.

Revenue Producing Aeronautical Support Facilities Justification, Documents and Determinations

Background

Per 49 USC § 47102(24), fuel farms, hangar buildings, self-service credit card aeronautical fueling systems, air plane wash racks, major rehabilitation of a hangar owned by a sponsor, or other aeronautical support facilities that the Secretary determines will increase the revenue producing ability of the airport are the definition of revenue producing aeronautical support facilities. The law specifically states: "The Secretary may decide that the costs of revenue producing aeronautical support facilities, including fuel farms and hangars, are allowable for an airport development project at a nonprimary airport if the Government's share of such costs is paid only with funds apportioned to the airport sponsor under section 47114 (d)(3)(A) (nonprimary entitlement) and if the Secretary determines that the sponsor has made adequate provision for financing airside needs of the airport."

Project Funding

The Federal share of the cost of allowable revenue-producing facilities can only be funded with non-primary entitlements. State apportionment and discretionary funds cannot be used for the Federal share of these project costs.

Types of Facilities

Current policy limits eligibility to hangars and fuel farms as revenue-producing facilities. The intent of the statute is to support the construction of "new" facilities which "add additional revenue producing capability" for the facility; however, the FAA will review acquisition of existing facilities on a case-by-case basis. An improvement to existing facilities requires approval from FAA headquarters. Replacement of facilities is only allowed if there is a demonstrated need and the replacement increases capacity.

Airside Development Needs

The law requires that requires the FAA to determine if the sponsor has made adequate provision for funding the airport's airside needs before a grant can be issued for the construction of an allowable revenue-producing facility. To facilitate this determination, the sponsor must:

1. Provide documentation outlining the airport's airside development needs and a financial plan for addressing those needs.
2. Demonstrate that the airport meets safety critical standards for Runway Protection Zone (RPZ) and Runway Safety Areas (RSA). This is a prerequisite condition for consideration for funding revenue producing development projects.
3. Have clear approaches and the published approach and airfield category must match the current approved Airport Layout Plan (ALP).

As an example, a low Pavement Condition Index (PCI) rating (or a "Fair" 5010 runway condition) would indicate a need to invest in the airport's runways before funding a revenue-producing facility. The financial plan can include AIP funding. However, keep in mind that the FAA must fund the highest priority work with entitlement funds and revenue-producing facilities can only be funded with entitlement.

If an airport's capital improvement plan (CIP) identifies a need for Discretionary/State funding in the next three years, the FAA will not approve funding for a revenue-producing facility. "Per 49 USC § 47110(h), the sponsor must certify that all airfield needs have been accommodated. Per FAA policy, the sponsor must adequately demonstrate to the ADO that airside needs within the next three years will be accommodated through local funds or nonprimary entitlement funds. It is APP-500 policy that the sponsor will not be considered for discretionary during that time.

Fuel Facilities - Ineligible costs

Some costs related to a fueling facility improvement are not eligible under the AIP.

1. Costs associated with maintenance, including replacement or upgrades of existing fuel systems.
2. Replacement of existing pumps with card reader pumps.
3. Costs associated with demolition of an existing fuel farm, environmental mitigation, and clean-up.

Requirements for Hangars

The construction of aircraft hangars requires the Sponsor to meet additional conditions. Before AIP funding can be approved, the sponsor must comply with the following:

1. In situations where the sponsor delegates management of a hangar to a FBO, the FBO becomes an agent of the sponsor and can receive an administrative fee for this service. The sponsor must enter into a short-term lease/management agreement for this service, which is separate from the FBO lease agreement.
2. The FBO can offset direct expenses related to the management/operation of the hangar. (i.e., maintenance, utilities, and insurance costs) against the revenue produced from any subleases.
3. The airport must receive the revenue generated from the subleases that is not offset by the FBO's expenses and/or administrative fee. The primary purpose is to provide revenue to the airport, not the FBO.
4. The hangar can only be used for storage of aircraft (no proration for other aeronautical uses, i.e., maintenance, paint shop, aircraft restoration, etc.).
5. The FBO must make the hangar available to all aeronautical users without discrimination and cannot make it available only to their customers.
6. Aeronautical users cannot be denied the use of the hangar if they do not obtain services from the FBO (i.e., purchase of fuel).
7. Title to the hangar must remain with the sponsor.
8. No improvements are to be made to the hangar without sponsor approval.

Project Documentation

The Sponsor must submit the following documents to the FAA before a project's eligibility for AIP funding can be approved:

1. Statements that airside development needs have been met, or a financial plan to fund airside needs over the next 3 years.
2. Justification for the project.

Insufficient or incomplete documentation will require additional submittal from the sponsor or may result in a determination the proposed project is ineligible for AIP funding.

Additionally:

1. The FAA will base other aspects of the proposed eligibility determination on current AIP eligibility guidelines as described in FAA Order 5100.38 and as amended by official program guidance letters.
2. All projects approved under this provision must be identified on an approved ALP. Construction of these facilities cannot progress until the FAA issues an approved airspace review determination letter.

The intent of the law is to provide for the construction of facilities to generate additional revenue for the operation, maintenance, and development of nonprimary airports. Sponsors must maintain complete documentation of all revenue received from these facilities for the purpose of a third party audit. The FAA may periodically review these records to ensure that the airport is receiving sufficient revenue.

Of the ten airports selected for this audit, five had revenue producing projects within the last five years including three with an airside-need project in less than three years. This triggered a review of the SBGP history to identify revenue generating projects. The most conspicuous example that resulted from the SBGP history review was Grayling (GOV). The project history for GOV indicates that \$690,512 of entitlement funding went toward the general aviation fuel farm from 2009 through 2013. The current ACIP indicates that GOV has a major runway project slated for FY-2015 through 2016 and will be requesting \$3,293,055 of discretionary funding and only contributing \$323,145 of entitlements.

Based on the data provided by MDOT AERO, in the past 11 years more than \$10 million has been spent for revenue producing projects. MDOT AERO shall ensure the sponsor has made adequate provisions for financing airfield projects that are currently required before revenue-producing work. Alteration and repair of existing facilities depends upon potential environmental issues and whether such facilities have an adequate remaining useful life.

Funding, Financial and Progress Documentation

For each funded sub-block grant, the MDOT AERO Project Managers (PMs) provide periodic site inspections and project status reports regularly. The PMs are actively involved with the projects so they are aware of the general activities as the project progresses. The MDOT AERO uses a computer software suite of programs called FieldManager for project management tracking, payment and bidding (by MDOT AERO or local) for construction projects. This software maintains the records for all of the construction pay items and Inspector's Daily Reports (IDR). This system is updated for MDOT AERO Project Managers when a consultant submits a pay request for the construction work they are supervising. MDOT AERO still maintains original signature change orders in the PM files but payments and IDR are maintained electronically within FieldManager. Point of Contact (POC) for the FieldManager program is Carol Aldrich at 517-335-9804. MDOT AERO does not use a Summary of Change Orders format in their project tracking. Change Order documentation is downloaded into FieldManager and tracked by individual project number.

DET ADO has a FieldManager software license provided by MDOT AERO to the FAA. Currently, there are security issues with the software that does not allow live access through the FAA network. Project files have been provided upon request, by MDOT AERO, for download and viewing through FieldManager for this audit. Project data population is still developing for active construction projects. Design, land acquisition and planning projects are not documented in FieldManager.

Sponsor's Certification of Consultant Selection

MDOT AERO signed an umbrella master terms and conditions which covers all the SBGP locations; this document is on file at the DET ADO. However, each sponsor must sign individual terms and conditions agreement prior to accepting AIP grants through MDOT AERO. The FAA does not participate in the Consultant Selection process per the MOA with MDOT.

Construction Management

MDOT AERO PM has access/rights to review and resolve aeronautical studies, including construction safety phasing plans within the Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) website. MDOT AERO PM sends an email with the screen print from the OE/AAA database attached to transfer the airspace review comments to the applicable airport and consultant. These comments are also discussed during each of the preconstruction meetings attended by the Project Managers to make sure everyone involved in the construction project is aware of these concerns. The airspace case number and determination date are provided to document MDOT AERO's review and approval of the aeronautical studies. Airspace Determination letters from 2012 on are now being uploaded into OE/AAA for future reference. A cross-reference to the airspace case number and determination date should be sufficient to document the performance of this activity. Proper OE/AAA procedure is to generate proponent letters from the system and save a copy of the letter in OE/AAA.

Plans and Specifications

MDOT AERO signed an umbrella master terms and conditions which covers all the SBGP locations; this document is on file at the DET ADO. However, each sponsor must sign an individual terms and conditions agreement prior to accepting AIP grants through the MDOT AERO.

Engineer's Estimate, Bid Tabulation and Supporting Documents

Appropriate engineering estimates were provided. Bid tabs were provided for all non-planning or land acquisition grants.

Land

MDOT AERO signed an umbrella master terms and conditions which covers all the SBGP locations; this document is on file at the DET ADO. However, each sponsor must sign an individual terms and conditions agreement prior to accepting AIP grants through the MDOT AERO.

Construction/Equipment Contracts

MDOT AERO signed an umbrella master terms and conditions which covers all the SBGP locations; this document is on file at the DET ADO. However, each sponsor must sign an individual terms and conditions agreement prior to accepting AIP grants through the MDOT AERO.

Change Order/Supplement Agreement

Change Orders/supplement agreements were provided for all appropriate sub-block grants.

Planning

No planning issues were found in the sub-block grants.

Final Project Acceptance and Inspection Documents

Appropriate sponsor's certification of construction project final acceptance was provided as a screen shot from FieldManager software.

Owner's Final Report

MDOT AERO provides owner's final report with their block grant closeout not individual sub-block grants.

FAA Final Cost Review/Final Project Report

MDOT AERO provides final cost review/final project report with their block grant closeout.

Contracts for Personal Services

Appropriate engineering and/or architectural contracts were provided.

Local Audit Reports

There were no local audit reports provided for any of these locations.

Photographs

MDOT AERO did not require the collection of pre and post construction photographs. However, pre and post construction photographs are required by FAA order. DET ADO realizes that pre and post construction photographs cannot be retroactively collected. However, beginning with the 2012 construction season, DET ADO requires a dated representative pre and post construction project and equipment photograph to be provided with the sub-block grant to validate work performed. For the large, complex or unique projects, MDOT AERO will take photographs throughout construction and have them available on their network drive. The MDOT AERO PMs who provide periodic site inspections and project status reports regularly will collect the photographs or acquire them from the onsite personnel. The Project Managers are actively involved with the projects so they are aware of the general activities as the project progresses.

Schedule of Findings

Items request but not Found in MDOT files	Location	Sub-grant #
Airspace Determination	Fremont	B-26-0035-1712
Engineer's Estimate	Cadillac	B-26-0015-1709
Pre-construction Photographs	Adrian	B-26-0001-3309
	Cadillac	F-26-0015-1910
	Fremont	B-26-0035-1209

Post-construction Photographs	Fremont	B-26-0035-1310
	Adrian	B-26-0001-3309
	Cadillac	B-26-0015-1709
	Fremont	B-26-0035-1209

Items requested that MDOT determined N/A	Location	Sub-grant #	MDOT AERO's Rationale
FieldManager Screen Shot Review Contract Documents	Allegan Cadillac Fremont Newberry Owosso	D-26-0002-2212 B-26-0015-1709 D-26-0035-1712 B-26-0042-1010 F-26-0075-1910	N/A - no explanation provided N/A - no explanation provided N/A - no explanation provided N/A - Local let N/A - Local let
Construction Management Plan	Allegan Allegan Cadillac Cadillac Marlette	E-26-0002-2009 D-26-0002-2212 B-26-0015-1809 F-26-0015-1910 J-26-0062-1610	Not required – no pavement Not required – pavement less than \$250,000 Not required – design only Not required – no pavement Not required – pavement less than \$250,000
Engineer's Estimate	Cadillac	B-26-0015-1809	N/A – Statewide Contract
Bid Tabulation	Cadillac	B-26-0015-1809	N/A – Statewide Contract
Pre-construction Photographs	Cadillac	B-26-0015-1809	N/A – Statewide Contract
Post-construction Photographs	Cadillac	B-26-0015-1809	N/A – Statewide Contract
Equipment Photograph	Newberry	F-26-0042-1311	N/A - Project not complete

Conclusion

Overall, the Michigan Department of Transportation, Office of Aeronautics' (MDOT AERO) grant management process is being followed for the ten airports audited.

Attachments

Attachment 1: SBGP 2014 Airport Audit Analysis Spreadsheet

[illegible]

LEGEND	
No Highlight	Open Grant
Orange Highlight	Closed Grant
Pink Highlight	Mailing / Documents Not Processed
Green Highlight	Active Discretionary
Yellow Highlight	Documents Processed by SOG
Purple Highlight	MOOT Clarification
Blue Highlight	Not Required
NR	Not Applicable
N/A	Not Applicable